

## CITPM - Certified IT Project Manager

**Introduction:** Acquiring high level skills, knowledge and techniques through the international recognized approach and practice of Project management. This unique programme takes you through the very basics of becoming Chartered Project management Professional, irrespective of your field of expertise. It also facilitates the effective management of projects, balancing the effects of time, cost, quality and stakeholders.

**Programme Description:** This course is based primary on the Project Management Body of Knowledge (PMBOK Guide) standard and certification processes. It is a comprehensive course that will assist individual in preparing for the CPMP- CIPM and PMP- PMI certifications.

**Target Participant:** This course is designed for Experienced Project Manager, Senior and Middle-level Management, Investment Experts, Management Trainers, Supervisors, Team Member, Graduate Student and all who want to increase their earning level and their project management skills.

**Duration:** 3 Months    **Application Form:** £20 GBP    **Course Fee:** £250 GBP

**Package Covers:** Copy of the PMBOK Guide 4<sup>th</sup> Edition, Training Manual, Practical Project Management Questions and Answer Test and Certificate.

**Method of Studies:** Online or Distance learning

**Methods of Assessment:** Coursework, Assignments, Thesis & Case study analysis only

### **Awarding Bodies:**

Chartered Institute Project Management. in partnership with the prestigious West Coast University, Panama (***CITPM - Certified IT Project Manager***)

**Recognitions:** All programmes are approved and accepted for further progression by the followings:

- West Coast University, Panama, Central America.  
[www.westcoastuniversity.edu.pa](http://www.westcoastuniversity.edu.pa)
- Chartered Institute of Project Management. [www.cipmglobal.org](http://www.cipmglobal.org)
- Chartered Institute of Supply Chain Management. [www.ciscmgh.org](http://www.ciscmgh.org)
- College of Supply Chain Management, United kingdom, [www.coscm-ng.org](http://www.coscm-ng.org)

### **Entry Qualifications:**

- Applicants should possess a minimum qualification of a Diploma, Advance Diploma, HND, Bachelors, Masters Degree holders or its equivalent in any field of studies.
- Professional qualifications, e.g., PMI, APM, ICM, BCS, ILM, IAM, CIMA, ACCA, CIM, LCM.etc.
- Matured students with not less than 10 years working experience in team management and supervisory duties.

### **Learn how to approach IT projects to ensure project success.**

#### **This Course is perfect for:**

- Learning how to get what you want from an information technology situation
- Getting to grips with how different types of IT that affect your projects

#### **You Will Learn to:**

- Define the role of the IT project manager
- Develop a results-driven project management team
- Identify, interpret, and manage the real project requirements
- Develop a focused project plan to manage IT projects
- Estimate IT project costs and schedules using proven techniques
- Find solutions to problems specifically related to IT projects

#### **Course Overview**

The environment in which IT is being developed is becoming increasingly complex. Professionals involved in the world of IT must be able to work effectively with customer's information and all subsystem to achieve key organisational objectives. Learn what actions can be taken to help ensure IT experts perform as required on a given project. Discover how effective IT administrator can ensure project success. Through case studies and role play, you will gain a solid understanding of the IT process and how to create an advantage – whether you are on the buyer or the seller's side.

#### **Course Outlines**

##### **1. Overview of IT Project Management**

- α. Definition and characteristics of IT project management
- β. Common reasons why IT projects fail
- χ. Critical factors for IT project success
- δ. The IT project life cycle and the activities of each life cycle phase

ε. Project processes common to all projects

## **2. Concept Phase**

φ. Selecting and funding IT projects

γ. Identifying key project stakeholders

η. The purpose and content of an IT business case

ι. Preparing a project charter

## **3. Requirements Phase**

φ. Identify and articulate customer requirements

κ. Distinguishing between functional and technical requirements

λ. Using different methods for gathering requirements

μ. Developing a requirements traceability methodology

## **4. Planning Phase**

ν. Key components of the project plan and the planning process

ο. Constructing a work breakdown structure showing all work components

π. Building a project schedule

θ. Estimating duration, resources, and costs

ρ. Risk management planning and risk response planning

σ. Subsidiary management plans including communications, procurement, and quality

## **5. Design Phase**

τ. Major activities of the preliminary and detailed design activities

υ. Typical content of the technical specification document

ϖ. Design techniques used in developing the technical solution

ω. Make or buy decision methodology

## **6. Construction Phase**

ξ. Developing a project team to build and deliver the product

ψ. Quality assurance activities, testing and audits

ζ. Assessing project performance

αα. Developing and using a change request methodology

ββ. Developing risk response strategies

## **7. Delivery Phase**

χχ. Key activities of the delivery phase

δδ. Four major product/system conversion strategies

εε. Understand the "go-live" transition responsibilities of the project manager

φφ. Develop scope verification and customer acceptance strategies